

JOB VACANCY POSTING

POSTING #:	077-13	ISSUE DATE:	April 16, 2013
TITLE:	COUNTY SERVICES SPECIALIST	CLOSING DATE:	April 30, 2013
LOCATION:	Department of Children and Families (DCF) Hunterdon Local Office 84 Park Avenue, 1st Floor Flemington, NJ 08822		
POSITIONS:	1	RANGE:	S27
DISTRIBUTION:	DEPARTMENT WIDE	SALARY:	\$65,890.76- \$93,819.11

SCOPE OF ELIGIBILITY: Open to employees of the Department of Children and Families who are permanent in a competitive title with underlying permanent State service as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

SPECIAL NOTE: This position will function as a Case Practice Specialist.

SPECIAL NOTE: In order to be considered for this position as a promotional opportunity, candidates must have applied for the County Services Specialist Promotional Examination, Symbol# PS1394K in Unit Scope CF60 that closed July 21, 2012.

DEFINITION: Under the direction of the Regional Administrator or other administrative official in the Department of Children and Families, implements and integrates the services of the division within the designated county (or counties) human services system, consisting of multiple public and private social service agencies and programs; attempts to maximize resources by networking and interacting with all social services in the county/community; does related work as required.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Four (4) years of experience in the development, analysis, or review of social service programs and/or the delivery structure of such programs, two (2) years of which shall have been in program administration.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year for year basis.

NOTE: A Master's degree in Social Work, Guidance and Counseling, Business Administration, or Psychology may be substituted for one (1) year of general experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

Electronic Filing:
Forward a cover letter and resume electronically to:

Katrina.Bethke@dcf.state.nj.us

Include the Job Opportunity # in the subject line of your email.

Alternate Filing:
If unable to file electronically, applicants may forward a cover letter and resume (including Job Opportunity #) to:

Zina McCleese , Personnel Coordinator
Department of Children and Families
Office of Human Resources
P.O. Box 717
Trenton, NJ 08625-0717